

REAPPORTIONMENT OF MANAGEMENT RESPONSIBILITIES & TASKS

<u>Responsibilities</u> <i>(1 day a week equivalent) – AONB/Site Access Manager Nick Osborne</i>	<u>Tasks</u> <i>(4 days a week) Principal AONB-Rural Officer Elliott Lorimer</i>
Manage AONB team to ensure the delivery of effective and responsive AONB service.	As the senior officer in the AONB team support the line manager and give guidance and advice to AONB Team on a day to day basis.
Resource AONB service, manage and motivate the team and resolve complex problems. Be responsible for securing annual Defra funding for FOB AONB	
Be responsible for preparation and review of AONB statutory Management Plan	Co-ordinate the preparation, review and implementation of the Statutory FOB AONB Management Plan.
Be responsible for the AONB Annual Programme to the JAC and funders and be accountable for its delivery on time and to budget.	Prepare draft AONB budget and Annual Programme to submit to Defra and JAC. Manage AONB Budget to ensure delivery of annual AONB programme on time and to budget.
Be responsible for representing AONB interests on behalf of LCC. Represent and provide guidance to Forest of Bowland Joint Advisory Committee. Be responsible for the provision of guidance to county and district members, government ministers, national, international and regional agencies including NAAONB and EUROPARC Federation and NGOs on AONB matters.	Provide information to assist line manager in their role. Prepare and present reports to Forest of Bowland AONB JAC members. Attend National Association of AONBs conferences, seminars, and training events as appropriate. Represent line manager as may be required from time to time.
Ensure delivery of Core Functions* of the AONB Unit in accordance with Defra requirements and subject to available funding	Chair or participate in working groups, theme groups and task and finish groups as appropriate.
	Respond to strategic consultations from National Association for AONBs, Natural England, government agencies and councils
	Respond to non strategic consultations or delegate to other team members
	Co-ordinate response to development control consultations
	Premises Manager

* Core Functions

EXTRACT FROM DEFRA MEMORANDUM OF AGREEMENT WITH AONBs

PART 2 - STAFF UNIT CORE FUNCTIONS

1. MANAGEMENT PLAN

- 1.1 Developing reviewing, preparing and publishing the AONB vision and the Management Plan
- 1.2 Promoting the AONB vision and Management Plan to help distinguish the AONB from adjacent countryside
- 1.3 Advising upon, facilitating and co-ordinating implementation by others of the Management Plan
- 1.4 Accessing resources for management activities
- 1.5 Developing an involvement by the community in the management of the AONB
- 1.6 Providing a management role to co-ordinate AONB protection through the actions of the AONB unit, the AONB Partnership and other partners at a local and strategic level
- 1.7 Problem solving with the unit acting as co-ordinator and facilitators

2. ADVISORY / ADVOCACY

- 2.1 Advising Local Authorities and other partners on their activities within AONBs, to encourage them to attain the highest possible standards in AONBs
- 2.2 Working with and contributing to the NAAONB activities, sharing advice and best practice nationally and regionally.
- 2.3 Providing landscape related planning advice (to local planning authorities and in conjunction with Natural England as appropriate in line with, and underpinned by protocols)
- 2.4 Financial support for NAAONB
- 2.5 Contribution and support to activity between AONBs and protected landscapes to strengthen the status of the AONBs individually and collectively.

3. MONITORING

- 3.1 To monitor and report on progress against Management Plans and Annual Business Plans to the Partnership.
- 3.2 To provide monitoring and reporting information to Defra in accordance with any guidance issued by Defra